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CWU Faculty Senate Minutes - 11/06/1968

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ROLL CALL

Senators Present: All Senators or their alternates were present except Ralph Gustafson.

Others Present: Bruce A. Robinson, Lyman B. Hagen, Lee Fisher, Andrew Driscoll, Richard Covington, Bernard Martin, Rodney Converse, Thomas Dalglish, Y. T. Witherspoon, Helen Michaelson, Richard A. Neve, and Bryan E. Gore.

1. Due to the problems of special set up, and the inconvenience in cleaning up after all Senate meetings, it has become necessary to change the regular meeting place of the Senate. The Grupe Conference Center has been chosen, on a trial basis, as the next regular meeting room.
2. Mr. Bryan Gore, from the Physics Department, was introduced as the new Faculty Senate Parliamentarian.
3. It was announced that Mr. Ralph Gustafson has volunteered to be the UGN representative for the coming year.
4. As outlined in the Code, only duly elected Senators or their duly elected alternates may sit as voting members of the Senate.
5. The Physical Education Department has elected Jean Putnam as their at-large alternate; however, election for any at-large members must be by a vote of the entire faculty, as outlined in the Code, Section II, F, 3 and II, G. It is known that this situation exists in English and possibly in the Administration and Education Departments as well. The Code is not explicit regarding procedures for electing replacements for at-large alternates. The Code Committee was instructed to propose an amendment which would provide for such an exigency.

MOTION NO. 489: It was moved by Mr. Reynolds, seconded by Mr. Condit, that the Senate accept the alternates currently designated and elected by the individual departments on a temporary basis until such time as a faculty-wide election can be held to vote on those alternates for the at-large positions. The motion was passed by a unanimous voice vote.

AGENDA CHANGES AND APPROVAL

MOTION NO. 490: Mr. Mitchell moved, seconded by Mr. Fadenrecht, for the addition of Senate Motion No. 478 under Reports A, 1, the addition of "Others" under Reports A, 5, and "Others" to Communications. The motion carried by a unanimous voice vote.

MINUTES

MOTION NO. 491: Mr. Burt moved, seconded by Mr. Keller, that the Senate minutes of 2 October 68 be approved. The motion carried by a unanimous voice vote.

COMMUNICATIONS

Mr. Levell announced that he had received a communication from a student group desiring course prospectus reports from the entire faculty. These reports would be for student use in addition to the College Catalog descriptions. The Executive Committee will be meeting with the Course Prospectus Committee for further discussion of their intentions.

A letter from Mr. Jon Ericson, regarding the State's Community College General Education Programs, asked for the opinion of the Senate as to the degree of involvement they wish to assume in the approval of specific programs. This situation shall be delegated to the Curriculum Committee who will talk with the General Education Committee and/or Mr. Ericson. (A copy of the letter is appended to the official copy of the minutes.)

REPORTS

A. Executive Committee Report

1. Mr. Canedo reported that Senate Motion No. 479, which called for enough students to be appointed to the Academic Standing and Reinstatement Committee so that one-third of the total membership would be composed of students, has now been implemented.
2. According to Motion No. 478, two (2) students were to be appointed by S. G. A. as voting members to the Arts and Sciences, Teacher Education, Honors, and Graduate Curriculum Committees. Presently, Honors has two (2) student members, Teacher Education has one (1), and the remainder are pending S. G. A. action.
3. It was reported that the Senate-approved recommendations contained in Motion No. 477 of June 5, 1968, (new Sabbatical Leave Policies) have not yet gone before the Board of Trustees for their action, and that, consequently, the Sabbatical Leave policies of 1967-68 will remain in effect through the current academic year. The floor was turned over to Dean Jacobsen who informed the Senate that due to a change in the membership on the Board, Dr. Brooks has not submitted the recommendations to them, but hopes to do so before January.

4. The Vice Chairman announced that Senate Motion No. 465, as amended, called for the nomination of Senate members to the advisory Committee on Programs for Disadvantaged Students, which has since become a policy-making group. The Executive Committee requested the Student Affairs Committee to nominate Senate members for service on this committee. They will present their nominations later on the agenda.
5. Mr. Canedo reported that the Executive Committee met with the Committee of Five on Faculty Morale on October 15. The Committee of Five presented an abstract of their full report of June 5, 1968. The abstract was a priority listing of the 12 major recommendations for change in organizational policies and operational procedures at Central. (The list was disseminated to all present at the meeting.) The Executive Committee then met with President Brooks and the deans on October 22 for discussion of methodology for instituting consideration of these recommendations.

Mr. Canedo explained the Executive Committee recommendation to divide the list of items into three parts, delegating one section each for discussion by the Administration, Faculty Senate, and individual departments. Recommendation Nos. 1, 2, 3, 4, 5, 9, 10 and 12 should be considered by the Administration; Nos. 1, 6, 7, 8, 9, 10 and 11 by the Senate; and Nos. 1, 6, 8 and 9 delegated to the departments. This division of responsibility would not preclude consideration of any recommendation by any of the three groups.

Mr. Verner gave an explanation of the procedures to be followed in consideration of these items:

1. Senate meet in special sessions to discuss the recommendations.
2. Deans of Education and Arts and Sciences meet with department chairmen.
3. Department chairmen confer with the departments then meet again with the deans.
4. The Administration would report directly to the Senate.

MOTION NO. 492: Mr. Verner moved, seconded by Mr. Keller, to adopt the procedures as described and request that the Executive Committee draft a formal outline of those procedures for distribution to the Senate, and be instructed to implement the procedures. The motion was carried by a unanimous voice vote.

MOTION NO. 493: Mr. Wright moved, seconded by Mr. Dillard, that the Senate meet in a special session on Wednesday, November 20, 1968, for consideration of items Nos. 1, 6, 7, 8, 9, 10 and 11. The motion passed by unanimous voice vote. (The meeting place will be Grupe Conference Center.)

6. Mr. Canedo reported that the policy devised by Mr. Dalglish, 'Policies and Procedures In the Event of Disruptive Demonstrations, Riots and Other Similar Emergencies,' has been referred to the Student Affairs Committee. They have been asked to make a recommendation to the Senate at the December meeting, regarding approval of or objection to the policies. The President's Council is withholding final decision on these policies and procedures pending review by the Senate.

B. Standing Committee Reports

1. Budget Committee -- Mr. Duncan, Chairman, reported that his committee was concerning itself with the development of recommendations regarding Symposium, and with the matter of a Senate budget. The committee will meet on Wednesday, November 13, at 4 p.m. in room No. 307 of the new science hall, and also on December 11 at 4 p.m. in Hertz Music Hall room No. 123.
2. Code Committee -- Mr. DeMerchant, Chairman, had no report for the present time. This committee meets on the second Wednesday of the month in Hertz Music Hall room No. 110 at 4 p.m.
3. Curriculum Committee -- Mr. Comstock, Chairman, reported that his committee was considering the proposed Symposium, and had been given a request for credit change in Geography 350.

MOTION NO. 494: Mr. Comstock moved, seconded by Col. McCarty, to accept the recommendation of the Curriculum Committee to change Geography 350 from a 3 credit to a 4 credit course. Motion carried by a unanimous voice vote.

The Curriculum Committee will meet on November 21 and December 12 in Hebel Elementary School room No. 206 at 4 p.m.

4. Personnel Committee -- Mr. Schliesman, Chairman, had no report for the present time. This committee meets on the first Tuesday of the month at 8 a.m. in the North Paw of the S.U.B.
5. Student Affairs Committee -- Mr. Nylander, Chairman, reported that his committee is considering the draft of the policy devised by Mr. Dalglish on procedures in the event of campus disorders. They have also considered the nomination of two members, not currently serving on a Senate committee, to be appointed to the Committee on Programs for Disadvantaged Students.

MOTION NO. 495: Mr. Nylander moved, seconded by Mr. Mitchell, that the Senate accept the recommendation of the Student Affairs Committee to appoint Mr. E. Smith Murphy and Mr. Chester Keller to serve as Senate representatives to the Committee on Programs for Disadvantaged Students. The motion passed by voice vote with Mr. Keller abstaining.

C. Ad Hoc Committee Reports

1. Salary Committee -- Mr. Mitchell, Chairman, stated that his committee has been working on the problems of readjustment of the salary scale, promotions in rank, and general increments. He asked for Senate opinion as to the duties of the Salary Committee. Should they be concerned with the question, "What is merit and what is not?" The Senate felt that the Committee should not, at this time, concern themselves with the question of merit.

OLD BUSINESS

A. Curriculum Revision Procedures

The Chairman informed the Senate that since Motion No. 473, regarding curricular change at Central, had been tabled on June 5 and was not lifted from the table at the subsequent meeting (October 2), it had died.

MOTION NO. 496: Mr. Comstock moved, seconded by Mr. DeMerchant, that the report of the Ad Hoc Committee be accepted and further moved that the Senate implement the recommendations included in that report through the procedures outlined in the Comstock-Smith motion.

After much discussion, Motion No. 496 and its second were withdrawn in favor of Motion No. 497.

MOTION NO. 497: Mr. Comstock moved, seconded by Mr. Dillard, that the report of the Ad Hoc Committee on Procedures for Curriculum Modification, be implemented by adopting the Motion to Modify Curriculum Revision Procedures, as presented in the letter to the Faculty Senate from Messrs. Smith and Comstock, with the change of the word "five" (first line, second paragraph) to the word "seven", and the word "two" (third line, second paragraph) replaced by the word "three". The motion was passed by a unanimous voice vote. (A copy of the Comstock-Smith motion is appended to the official copy of the minutes.)

ADJOURNMENT

The meeting was adjourned at 5:50 p. m.

68-69

FACULTY SENATE MEETING OF November 6, 1968

ROLL CALL

Senator	Alternate
<input checked="" type="checkbox"/> Bayless, Stephen	<input type="checkbox"/> Fairbanks, Richard
<input checked="" type="checkbox"/> Berry, Kenneth	<input type="checkbox"/> Bergstrom, Alan
<input type="checkbox"/> Brooks, James	<input checked="" type="checkbox"/> Jacobsen, Eldon
<input checked="" type="checkbox"/> *Buckles, Lloyd	<input type="checkbox"/> *Legg, App
<input checked="" type="checkbox"/> Burt, David	<input type="checkbox"/> Collins, Frank
<input checked="" type="checkbox"/> *Canedo, Anthony	<input type="checkbox"/> *Anshutz, Herbert
<input checked="" type="checkbox"/> Comstock, Dale	<input type="checkbox"/> Robinson, Bruce
<input checked="" type="checkbox"/> Condit, Colin	<input type="checkbox"/> Nelson, Frank
<input checked="" type="checkbox"/> DeMerchant, John	<input type="checkbox"/> Leavitt, E. Gordon
<input checked="" type="checkbox"/> *Dillard, David	<input type="checkbox"/> *Liboky, John
<input checked="" type="checkbox"/> Dudley, Stanley	<input type="checkbox"/> Brunner, Gerald
<input checked="" type="checkbox"/> Duncan, L. C.	<input type="checkbox"/> Bowen, Ted
<input checked="" type="checkbox"/> Easterling, Ilda	<input type="checkbox"/> Lipskey, Glenn
<input checked="" type="checkbox"/> Fadenrecht, George	<input type="checkbox"/> Waugh, Shirley
<input type="checkbox"/> Gustafson, Ralph	<input type="checkbox"/> Taylor, Azella
<input checked="" type="checkbox"/> Hammond, Kenneth	<input type="checkbox"/> Andress, Joel
<input checked="" type="checkbox"/> Harsha, Kenneth	<input type="checkbox"/> Flam, Robert
<input checked="" type="checkbox"/> Hawkins, Charles	<input type="checkbox"/> Sessions, Frank
<input checked="" type="checkbox"/> Jakubek, Doris	<input type="checkbox"/> Lampman, Louise
<input checked="" type="checkbox"/> Keller, Chester	<input type="checkbox"/> Bachrach, Jay
<input checked="" type="checkbox"/> *Levell, James	<input type="checkbox"/> *Naumann, Theodor
<input checked="" type="checkbox"/> McCarty, Richard	<input type="checkbox"/> Fisher, Lee
<input checked="" type="checkbox"/> Mitchell, Robert	<input type="checkbox"/> Murphy, E. Smith
<input checked="" type="checkbox"/> Nylander, James	<input type="checkbox"/> Hileman, Betty
<input checked="" type="checkbox"/> Odell, Elwyn	<input type="checkbox"/> Denman, Clayton
<input checked="" type="checkbox"/> Porter, Durwood	<input type="checkbox"/> Howell, Norman
<input checked="" type="checkbox"/> *Reynolds, Monte	<input type="checkbox"/> *Jean Purnam
<input checked="" type="checkbox"/> Schliesman, Donald (4 ²⁸ pm)	<input type="checkbox"/> Davidson, Robert
<input checked="" type="checkbox"/> Smith, Ray	<input type="checkbox"/> Richards, Kent
<input type="checkbox"/> Trout, Betty	<input checked="" type="checkbox"/> Baker, Luther
<input checked="" type="checkbox"/> *Unruh, Dan	<input type="checkbox"/> *Ruebel, Roy
<input checked="" type="checkbox"/> Verner, Jared	<input type="checkbox"/> Johnson, Sheldon
<input checked="" type="checkbox"/> Williams, Harold	<input type="checkbox"/> Galbraith, Gordon
<input checked="" type="checkbox"/> *Wright, Charles	<input type="checkbox"/> *Alexander, Malcolm

(* At-large members)

A G E N D A
Regular FACULTY SENATE Meeting
4 P.M., Wednesday, November 6, 1968
208 SUB

I. ROLL CALL

II. AGENDA CHANGES AND APPROVAL

III. APPROVAL OF MINUTES: for meeting of October 2, 1968

IV. COMMUNICATIONS

- A. Student request for procedures through which course prospectus would be provided for student use in addition to college catalog descriptions

V. REPORTS

A. Executive Committee Report

1. Implementation of Senate Motion No. 479 of June 5, 1968, concerning student participation in college government
2. Progress report on Senate Motion No. 477 of June 5, 1968, concerning new sabbatical leave policies
3. Implementation of Senate Motion No. 465, as amended, concerning nomination of Senate members to the committee on programs for the disadvantaged student
4. Recommended action concerning Committee of Five report on morale

B. Standing Committee Reports

C. Ad Hoc Committee Reports

VI. OLD BUSINESS

- A. Proposal for Modification of Procedure for Handling Curriculum Proposals (This proposal was presented as a report by the Ad Hoc Committee on Curriculum Revision Procedures on June 5, 1968, through Senate Motion No. 473. This motion was tabled.)

VII. NEW BUSINESS

VIII. ADJOURNMENT

VISITORS

November 6, 1968, Faculty Senate Meeting

Bruce A. Robinson

Lyman B. Hagen

Lee Fisher

Andy Driscoll

Dick Cowing

Bernard W. Martin

Rod Converse

Thomas M. Delfino

~~DON SCHLIESMANN~~

J. A. Witherspoon

Helen Miesse

Richard A. Neel

Bryan F. Gore

It is the recommendation of the Senate Student Affairs Committee that two members of the Senate, not currently serving on a Senate committee, be appointed to serve as members of the Committee for Program for Dis-advantaged Students.

The Senate Student Affairs Committee nominates Mr. E. Smith Murphy of the Physics Department and Mr. Chester Z. Keller of the Philosophy Department to serve as Senate representatives to the Committee for Program for Dis-advantaged Students.

TO: Faculty Senate

DATE: 11/1/68

FROM: Dale Comstock - Math
Ray Smith - History

The procedures for curricular change at Central are far too inflexible and cumbersome at the present time. In modifying these procedures, the College should establish guidelines (see Ad Hoc Committee's Report) for departments, deans, and curriculum committees to use in effecting curricular change, provide for rapid revision without sacrificing care in considering the implications of such revisions, and retain the initiation and approval of curricular change in the hands of the faculty.

At the November 6 meeting of the Senate, we propose that the report of the Ad Hoc Committee on Curriculum Revision Procedures be lifted from the table (tabled by Motion No. 474 on June 5, 1968) so that the report can be accepted. Since the report is not in the clear form of a motion, we further offer the attached motion (in agreement with the basic ideas of the recommendations of the report). It goes without saying that the full report would serve as a reference for the Curriculum Committee in the establishment of its functions and duties.

ARTICLE IV - CURRICULUM
SECTION 1 - CURRICULUM

1. CURRICULUM DEVELOPMENT

The Board of Trustees shall provide by ordinance to the appropriate committee an advisory curriculum committee to the Faculty Senate and shall be the body of Faculty for implementation and maintenance of the curriculum.

2. CURRICULUM DEVELOPMENT

Seven*

Three* members shall be appointed by the Board of Trustees from among the teaching faculty with at least one member from each of Education and Arts and Sciences. The chairman is to be selected by the committee. The committee shall be established for continuity and expertise. The Academic Senate shall sit as ex-officio members of the committee. Because of the importance of this committee, the Dean shall select those in his/her office whom he considers most knowledgeable and interested in curriculum affairs without reference to committee assignments, honoraria duties or other responsibilities, since many other assignments can be altered. A clerk should be provided in the Dean of Faculty's office to serve as general secretary to the committee and to assist the Board of Faculty in catalog preparation.

3. FUNCTIONS OF THE CURRICULUM COMMITTEE

The committee's functions will be to

1. establish (through guidelines and policies developed by the committee) a template for change which will meet the particular needs of Central. (Departments should establish a process which may be used at the discretion of the department to coordinate assignments).
2. carefully consider each curriculum proposal working with deans and departments in necessary modifications; and
3. approve or reject proposals based on institutional goals and policies.

* per Motion No. 497 (Nov. 6, 1968 Faculty Senate Minutes)

Course Prospectus

Course Prospectus is a committee initiated to investigate means of informing students more thoroughly of course content, objectives of the instructor means of presentation, grading, testing, ect.

A steering committee has set several objectives during the first few meetings. These objectives include:

1. Orientation of students concerning courses and instructional methods.
2. To provide an opportunity for the instructor to describe and clarify their course objectives and methods.
3. Elimination of time wasted in orientation and re-registering.

The committee has set up a tentative format for the prospectus, we have discussed this format with the Dean of Students and the Dean of Faculty and have their approval.

We have also investigated the cost and methods of publishing the prospectus, but as of yet have not gathered enough information to make a final decision.

Our next step is to discuss the prospectus and its format with department heads for further revision.

1. Name of course: _____

Instructor objectives: (please list) _____

Recommended pre-requisites: _____

Grading: (designate percentage of emphasis given to each area)

Students taking the class are usually:

Total points _____
 Class participation _____
 Contracting for grades _____
 Projects _____
 Subjective grading _____
 Term papers _____
 Late grading _____
 Grading on a curve _____
 Grading by a set standard _____
 Improvement _____
 Attendance _____
 Other _____

Majors & Minors _____
 General Ed. _____
 Arts & Science _____
 Other _____

Special materials, books, ect. required and approximate costs (please list)

Methods of presentation:
 (designate the percentage of time devoted to each)

Testing: (please check types used)

Lecture Method _____
 Large group discussion _____
 Independent study _____
 Laboratory experiences _____
 Field work _____
 Research methods _____
 Audio-visual materials _____
 Student led classes _____
 Other _____

Essay _____
 Objective _____
 multiple choice _____
 true-false _____
 fill in _____
 short answer _____
 Student made _____
 Oral _____
 Private interview _____
 Skill test _____
 None at all _____
 Other _____

Comments: _____

CENTRAL WASHINGTON STATE COLLEGE

DEPARTMENT OF SPEECH AND DRAMA

ELLENSBURG, WASHINGTON

98926

October 30, 1968

Professor Jim Levell
Chairman, Faculty Senate
Psychology Department
Campus

Dear Jim:

Enclosed is the letter of April 15, 1968 as it was sent to the Community Colleges and a copy of the "Guidelines" given them. They also received a copy of our General Education Program, but I need not enclose that here.

To date the General Education Committee has approved programs from four Community Colleges: Green River was approved April 30, 1968; proposals from Shoreline, Skagit Valley, and Lower Columbia were approved on July 23, 1968. We now have other proposals pending.

Since no Community College has been formally notified of the approval of its program, I have been seeking clarification regarding the procedure of approval. The committee has formally routed the business to the Dean of Faculty. I am now informed by Deans Jacobsen, McCann, and Terrey that the position of the Dean's Council in this matter is that the Administration approved the policy last spring and now leaves the administration of the policy to the General Education Committee. In effect, as far as Dean's Council is concerned, the decision on specific proposals can be made by the General Education Committee and the information communicated directly to the Community College.

To further clarify procedure, the General Education Committee wishes to be advised by the Faculty Senate whether the Senate wants to be involved in the approval of specific programs. The decision will presumably turn on whether the Senate regards the present business as a matter of policy or as a matter of administering policy already approved.

I will of course be happy to meet with the Faculty Senate or representatives of the Senate if further information or clarification is desired.

Cordial regards,


Jon M. Ericson, Chairman
General Education Committee

JME:jd

cc:Jacobsen, Terrey

encl. 2

Sen. motion # 446 3 April 6

CENTRAL WASHINGTON STATE COLLEGE

Memorandum

TO: Washington Community College Presidents and Deans

FROM: Jon Ericson, Chairman *jme*
General Education Committee

John Terrey, Director *JT*
Community College Relations

RE: General Education Proposal

DATE: April 15, 1968

Please excuse this rather formal manner of communicating with you. We are eager to transmit the subject content of this communique.

Since last October we have been engaged in developing a proposal which we could send to community colleges by which they would be asked to design their own general education program which could be substituted for ours by students. The decision-making process is a very laborious one. The current proposal has been studied by the General Education Committee, the Dean's Council, the Curriculum Committee of the Faculty Senate, and finally received the approval of the entire Faculty Senate. We are now free to share it with you.

The enclosures are self-explanatory. What remains to be outlined is a procedure for action from this point forward. Central would be pleased to receive any program which the community colleges wish to submit. We request that any proposed general education program be for the community college and not for Central Washington State College. We wish to consider your proposal for your students which would not be designed for Central Washington State College. Acceptance of a general education program means that any student at the community college who completes the program meets all of the general education requirements at Central Washington State College.

We respectfully call your attention to wording found under the guidelines. Also for your information we have included from our catalog our statement on general education. This, too, we call to your attention.

If your college wishes to submit a general education proposal, you are asked to send seven copies of the proposal and seven copies of your current catalogue to:

Dr. Jon Ericson, Chairman
General Education Committee
Central Washington State College
Ellensburg, Washington 98926

Enclosures: General Education Proposal/Community Colleges (3)
CWSC Basic and Breadth Requirements (2)

CENTRAL WASHINGTON STATE COLLEGE

General Education Proposal/Community Colleges

Introduction

The increasing number of students transferring from community colleges has increased the problem of articulation between two- and four-year institutions. One of the centers of concern is the general education program. Solution should respect the integrity of both institutions. CWSC has set forth its requirements. (See pages 36-37 of the General Catalog - 1967.)

Rather than ask each of the twenty-two community colleges to conform with the CWSC guidelines, the suggestion is that CWSC ask each community college to submit a program for general education with the rationale for the program. In this manner the ends can be examined without undue concern for the means. Upon agreement between the two institutions, a letter of agreement can be signed which says that any student fulfilling the general education program requirements at the community college will have satisfied the general education requirements at CWSC.

Guidelines

1. CWSC believes that for the transfer student the first two years in the community college should be devoted largely to general education.
2. CWSC believes that the community colleges should have the opportunity to develop their own philosophy of general education and express that philosophy in a program which they design.
3. CWSC encourages the community colleges to develop general education programs which would represent roughly two-thirds of the student's lower division academic work and be consistent with the idea that general education involves that body of knowledge, skills, and awareness which all liberally educated persons need, quite apart from work in specialized disciplines.

For example, at Central Washington State College the knowledge, skills, and awareness include the following:

- (1) Language skills.
- (2) Knowledge of our cultural heritage.
- (3) Understanding of the principles at work in the natural and social sciences.
- (4) Recognition of humane values and the dignity and responsibilities of the individual.
- (5) Familiarity with man's creative achievements.
- (6) Moral awareness.